



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 21, 2022

Allison Zajac
St John Lutheran Church
28320 Waltz Road
New Boston, MI 48164

RE: License #: DC820019515
St Johns Lutheran Preschool
28320 Waltz Road
New Boston, MI 48164

Dear Ms. Zajac:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 06/21/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The violations that were found are:

R 400.8112 Comprehensive background check; fingerprinting.

- (2) An applicant or licensee shall do all of the following:
 - (e) Within the department's child care background check system, accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.

The CCBC system is not accurately maintained. There are four individuals on the staffing plan and 10 individuals attached to the facility in CCBC.

R 400.8161 Emergency procedures.

- (5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.

The center did not complete quarterly fire drills in 2021. Fire drills were completed on 09/14/2021, 09/15/2021, 10/27/2021 and 10/28/2021.

R 400.8161 Emergency procedures.

(6) A tornado drill program, consisting of at least 2 tornado drills between the months of March through November, must be established and implemented.

The center did not complete two tornado drills between March and November in 2021. A tornado drill was completed 12/16/2021.

Due to the violations, you must send us a corrective action plan by 07/19/2022. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

Upon receipt of an acceptable corrective action plan, there will be no change to your license status.

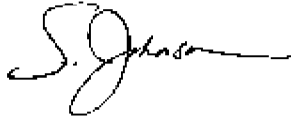
During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in black ink, appearing to read "S. Johnson". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Selika Johnson, Licensing Consultant
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